

Visitor from within the non-weapons complex

Clearance Level	Highest Access Allowed	Guidelines for Processing and Approval
L	SNSI - No Weapons Data	Visitor uses DOE standard badge for site access. If CAIN access is required the visitor must stop by the West Gate Badge Office to enroll their DOE Standard badge in the CAIN system.
Q	SRD - Sigmas 1-15 No Special Programmatic Access (SIS, Weapons Vault, Phase III)	Visitor or their representative completes DOE Form 5631.20 (formerly 277), Request for Visitor Access Approval. The originating facilities Visitor Control Office will verify signatures and clearance information and forward the request to the National Nuclear Security Administration, Office of Nuclear Safeguards & Security (NA-71) for processing and approval, fax (301) 903-3395. Please submit a courtesy copy to the LLNL Classified Visitor Control Section at L-504, Fax (925) 422-6313.
Q	SRD - Sigmas 1-13 Special Programmatic Access (SIS, Weapons Vault, Phase III)	Visitor or their representative completes DOE Form 5631.20 (formerly 277), Request for Visitor Access Approval. The originating facilities Visitor Control Office will verify signatures and clearance information and forward the request to the National Nuclear Security Administration, Office of Nuclear Safeguards & Security (NA-71) for processing and approval, fax (301) 903-3395. Please submit a courtesy copy to the LLNL Classified Visitor Control Section at L-504, Fax (925) 422-6313
All	SNSI, SRD, Sigmas Access Special Programmatic Access (SIS, Weapons Vault, Phase III)	In all cases, determination of "need-to-know" remains the responsibility of the LLNL host(s) prior to the release of classified information or granting access to special nuclear material.

If visitor forgets their DOE Standard Badge, a completed DOE 5631.20 form must be sent from their facility for access exceeding one business day.